

FACILITY SERVICES ADMINISTRATION

GENERAL FUND 100 — 11250
Thomas Miller, Director of Facility Services

Budget Category	Actual 1999-00	Budget 2000-01	Department Requested 2001-02	CEO Rec 2001-02	Rec Change %	BOS Adopted 2001-02
Salaries & Benefits	\$ 691,333	\$ 732,741	\$ 820,787	\$ 820,787	12%	\$ -
Services & Supplies	\$ 31,922	\$ 61,910	\$ 80,519	\$ 67,228	9%	\$ -
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ -	\$ -	\$ 8,500	\$ 8,500	100%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ 41,081	\$ 26,577	\$ 44,773	\$ 35,391	33%	\$ -
Gross Budget	\$ 764,336	\$ 821,228	\$ 954,579	\$ 931,906	13%	\$ -
Less: Chrgs to Depts	\$ (395,424)	\$ (410,614)	\$ (448,652)	\$ (433,537)	6%	\$ -
Net Budget	\$ 368,912	\$ 410,614	\$ 505,927	\$ 498,369	21%	\$ -
Less: Revenues	\$ (316,779)	\$ (410,614)	\$ (505,927)	\$ (498,369)	21%	\$ -
Net County Cost	\$ 52,133	\$ -	\$ -	\$ -	0%	\$ -
Alloc. Positions	12	12	12	12	0%	0

Mission and Objectives

To provide day-to-day management and administrative support to the operating divisions of Facility Services.

To accomplish this mission, the department has identified the following objectives:

1. Day-to-day management and policy direction: To respond to four General Fund budget units, five other operating funds and 145 special districts. (\$433,379 and 3.60 positions)
2. Administrative support to operating divisions: To process department personnel, accounting, payroll and purchasing documents. (\$521,200 and 8.40 positions)

Recommended Expenditures

The increase in the recommended gross budget is attributable to: 1) approved salary & benefit adjustments; 2) the purchase of a multimedia projector for presentations to the Board, other agencies and the public 3) full-year funding for the reclassification of an Accountant Auditor to an Administrative Services Officer position during FY 2000-01; 4) adjustments in other accounts to reflect current costs; and 5) lease costs for replacement computers and a new laptop computer. Savings from modular furniture being purchased in FY 2000-01 partially offset the increase.

FACILITY SERVICES

BUILDING MAINTENANCE

GENERAL FUND 100 — 10650
Thomas Miller, Director of Facility Services

Budget Category	Actual 1999-00	Budget 2000-01	Department Requested 2001-02	CEO Rec 2001-02	Rec Change %	BOS Adopted 2001-02
Salaries & Benefits	\$ 3,134,210	\$ 3,575,548	\$ 4,065,263	\$ 3,941,159	10%	\$ -
Services & Supplies	\$ 2,481,566	\$ 2,706,691	\$ 3,727,997	\$ 2,708,661	0%	\$ -
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ 7,397	\$ 33,200	\$ 28,100	\$ 15,100	-55%	\$ -
Other Financing Uses	\$ 34,593	\$ 71,000	\$ 209,200	\$ 19,250	-73%	\$ -
Chgs from Depts	\$ 201,857	\$ 194,706	\$ 225,744	\$ 220,095	13%	\$ -
Gross Budget	\$ 5,859,623	\$ 6,581,145	\$ 8,256,304	\$ 6,904,265	5%	\$ -
Less: Chrgs to Depts	\$ (2,052,687)	\$ (1,970,917)	\$ (2,493,094)	\$ (2,335,495)	18%	\$ -
Net Budget	\$ 3,806,936	\$ 4,610,228	\$ 5,763,210	\$ 4,568,770	-1%	\$ -
Less: Revenues	\$ (1,277,578)	\$ (1,529,209)	\$ (1,404,645)	\$ (1,377,460)	-10%	\$ -
Net County Cost	\$ 2,529,358	\$ 3,081,019	\$ 4,358,565	\$ 3,191,310	4%	\$ -
Alloc. Positions	74	77	77	77	0%	0

Mission and Objectives

To provide responsive and cost effective maintenance of county buildings and to pay utility charges for county departments.

To accomplish this mission, the department has identified the following objectives:

1. Structural and Building Maintenance: To provide structural and building maintenance to 1.5 million square feet of occupied office space. (\$1,780,442 and 22.30 positions)
2. Utilities: To provide for the cost of utility charges to occupied county office space. (\$2,247,386 and no positions)
3. Custodial Services: To provide custodial service to 700,000 square feet of occupied office space. (\$ 3,030,297 and 38.60 positions)
4. Facility Improvements: To assist in planning and to provide 9,600 hours of labor and materials for facilities improvements and remodeling projects. (\$463,288 and 5.80 positions)
5. Memorial Halls: To provide custodial and maintenance care to 45,000 square feet of space at six memorial halls. (\$407,405 and 6.20 positions)
6. Security and Fire Services: To provide security patrol checks of the Dewitt facilities, Library, Finance Building, County Courthouse and the Administrative Center, and to upgrade and maintain the Dewitt fire alarm and sprinkler system. (\$327,486 and 4.10 positions)

FACILITY SERVICES

Performance Indicators & Measures

OBJ NO.	WORKLOAD/PERFORMANCE INDICATOR & MEASURE	UNIT OF MEAS.	1999-00 PR. YR. ACTUAL	2000-01 CURR. YR. EST.	2001-02 REQ. BGT. EST.	2001-02 REQ. BGT. \$'S	2001-02 REQ. POSIT.
1.	Building Maintenance: Total Sq. Ft. Co. Wide Provided Service	QNTY	1,507,714	1,518,714	1,562,348	\$1,780,442	22.30
	Cost per Sq. Ft.	Dollars	\$0.82	\$0.98	\$1.14		
2.	Utilities: Total Sq. Ft. Co. Wide Provided Service	QNTY	942,527	942,527	942,527	\$2,247,386	0.00
	Cost per Sq. Ft.	Dollars	\$1.45	\$1.67	\$2.38		
3.	Custodial Services: Total Sq. Ft. of Heavily Encumbered Space	QNTY	471,069	482,069	482,703	\$2,121,208	38.60
	Cost per Sq. Ft.	Dollars	\$3.48	\$3.66	\$4.39		
4.	Building Maintenance Improvement Projects (Number of Employee Hours)	QNTY	9,600	9,600	9,600	\$463,288	5.80
	Cost per Proj. Hour	Dollars	\$36.67	\$40.19	\$48.26		

Fiscal and Policy Issues

Effective July 1, 2001, the Trial Courts will no longer be receiving custodial services from the County. However, the Facility Services Department anticipates other increases in requests for services will offset the reductions in court reimbursements.

The Department's Requested Budget includes an increase of \$670,886 for utility costs. While this estimate is based on very detailed projections, the recent bankruptcy of Pacific Gas & Electric and pending State legislative and regulatory actions make determining actual rate increases for FY 2001-02 problematic. For this reason, the CEO Recommended Budget includes only the current FY 2000-01 appropriation for utilities, with an additional \$1.5 million included for rate increases in the General Fund Appropriation for Contingencies (09992) budget.

Recommended Expenditures

Recommended gross expenditures have increased overall, primarily for approved salary and benefit adjustments, including promotions and merit increases. The equivalent of one position is unfunded for salary savings. Increases for custodial supplies for the Cirby Hills facility are offset by reimbursements from the Adult system of Care (42930) budget and by other cost decreases. As noted above, the Recommended Budget does not include funding for utility rate increases; the latter has been provided for in the General Fund Appropriation for Contingencies (09992) budget, pending Federal bankruptcy and State legislative and regulatory actions. Included in the Recommended Budget is \$15,100 for various equipment items valued at under \$5,000 each.

FACILITY SERVICES

PARKS AND GROUNDS MAINTENANCE

GENERAL FUND 100 — 74250
Thomas Miller, Director of Facility Services

Budget Category	Actual 1999-00	Budget 2000-01	Department Requested 2001-02	CEO Rec 2001-02	Rec Change %	BOS Adopted 2001-02
Salaries & Benefits	\$ 1,245,821	\$ 1,480,324	\$ 1,610,156	\$ 1,589,693	7%	\$ -
Services & Supplies	\$ 505,263	\$ 425,760	\$ 1,187,993	\$ 1,056,849	148%	\$ -
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ 42,224	\$ 5,000	\$ 434,200	\$ -	-100%	\$ -
Other Financing Uses	\$ 22,607	\$ 25,000	\$ 6,500	\$ -	-100%	\$ -
Chgs from Depts	\$ 113,997	\$ 141,230	\$ 181,579	\$ 156,579	11%	\$ -
Gross Budget	\$ 1,929,912	\$ 2,077,314	\$ 3,420,428	\$ 2,803,121	35%	\$ -
Less: Chrgs to Depts	\$ (186,486)	\$ (195,874)	\$ (202,485)	\$ (202,485)	3%	\$ -
Net Budget	\$ 1,743,426	\$ 1,881,440	\$ 3,217,943	\$ 2,600,636	38%	\$ -
Less: Revenues	\$ (615,515)	\$ (700,000)	\$ (1,325,216)	\$ (1,325,216)	89%	\$ -
Net County Cost	\$ 1,127,911	\$ 1,181,440	\$ 1,892,727	\$ 1,275,420	8%	\$ -
Alloc. Positions	28	28	28	28	0%	0

Mission and Objectives

To provide maintenance of county grounds, parks and recreational facilities for the use and enjoyment of residents and guests of Placer County. Parks include regional facilities, designed for use on a countywide basis; community facilities, designed for use by residents of an area within the county; and historic buildings and monuments.

To accomplish this mission, the department has identified the following objectives:

1. Parks & Historical Sites Administration and Maintenance: To provide administration and maintenance for 16 community parks and historical sites and 28 historical, equestrian and bicycle trails, comprising a total of 536 acres. (\$817,998 and 7.34 positions)
2. County Grounds Maintenance: To provide responsive and cost effective grounds maintenance and limited grounds improvements to 118 acres of landscaped grounds. (\$1,009,681 and 9.06 positions)
3. Tahoe Beaches Administration and Maintenance: To provide administration and maintenance for two trails and 13 parks comprising 40 acres in the Lake Tahoe Basin. (\$206,171 and 1.85 positions)
4. CSA Park Administration & Maintenance: To provide administration and maintenance for 11 County Service Area park and recreation sites comprising 42 acres. (\$557,219 and 5.00 positions)
5. CSA Landscape Administration & Maintenance: To provide administration and maintenance for 13 County Service landscape areas comprising 42 acres. (\$529,358 and 4.75 positions)

FACILITY SERVICES

6. Placer Legacy: To provide funding for Placer Legacy acquisition. (\$300,000 and 0.00 positions)

Performance Indicators & Measures

OBJ NO.	WORKLOAD/PERFORMANCE INDICATOR & MEASURE	UNIT OF MEAS.	1999-00 PR. YR. ACTUAL	2000-01 CURR. YR. EST.	2001-02 REQ. BGT. EST.	2001-02 REQ. BGT. \$'S	2001-02 REQ. POSIT.
1.	Acres of Parks Maintained	QNTY	536	536	536	\$817,998	7.34
	Cost per Acre	Dollars	\$967	\$1,009	\$1,526		
2.	Acres of Landscaped Grounds Maintained	QNTY	118	118	118	\$1,009,681	9.06
	Cost per Acre	Dollars	\$6,374	\$5,863	\$8,557		
3.	Acres of Beach Sites Maintained	QNTY	40	40	40	\$206,171	1.85
	Cost per Acre	Dollars	\$2,166	\$4,030	\$5,154		
4.	Acres of CSA Park Sites Maintained	QNTY	57	42	42	\$557,219	5.00
	Cost per Acre	Dollars	\$4,777	\$8,107	\$13,267		

Fiscal and Policy Issues

The workload of the Parks Division has grown substantially the last few years, with new parks being planned and added in subdivisions, issues involving encroachment into Tahoe area beaches, and management of an expanding multiple-use trails system. The Division is also involved in acquiring open space, as well as continued planning for additional open space as part of the Placer Legacy program.

Because the Library Fund continues to be financially constrained, this budget will again not charge the libraries for grounds maintenance in FY 2001-02. This represents a \$51,000 General Fund subvention of the library budget.

Recommended Expenditures

Recommended expenditures have increased slightly due to approved salary and benefit adjustments and increases in Professional Services and Administration charges. There are also significant increases due to budgeting expenditures for projects to be paid for by Safe Neighborhood Park Bond funds (\$519,000) and the County share of Granite Bay Park maintenance (\$65,000). The latter amount is included as a General Fund match to a proposed voter-approved assessment for expanded park facilities in the Granite Bay area.

FACILITY SERVICES

CAPITAL IMPROVEMENTS FUND

CAPITAL IMPROVEMENTS FUND 140 — 10780

Thomas Miller, Director of Facility Services

Budget Category	Actual 1999-00	Budget 2000-01	Department Requested 2001-02	CEO Rec 2001-02	Rec Change %	BOS Adopted 2001-02
Salaries & Benefits	\$ 12,963	\$ 1,196,185	\$ 1,197,101	\$ 1,197,101	0%	\$ -
Services & Supplies	\$ 4,790,014	\$ 346,185	\$ 364,255	\$ 364,255	5%	\$ -
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ (6,641,702)	\$ 23,437,063	\$ 14,906,416	\$ 14,906,416	-36%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ 429,000	\$ 131,250	\$ 162,387	\$ 162,387	24%	\$ -
Gross Budget	\$ (1,409,725)	\$ 25,110,683	\$ 16,630,159	\$ 16,630,159	-34%	\$ -
Less: Chrgs to Depts	\$ -	\$ (14,811,406)	\$ (1,410,092)	\$ (1,410,092)	-90%	\$ -
Net Budget	\$ (1,409,725)	\$ 10,299,277	\$ 15,220,067	\$ 15,220,067	48%	\$ -
Less: Revenues	\$ (2,341,703)	\$ (5,805,923)	\$ (6,911,838)	\$ (6,911,838)	19%	\$ -
Net County Cost	\$ (3,751,428)	\$ 4,493,354	\$ 8,308,229	\$ 8,308,229	85%	\$ -
Alloc. Positions	0	15	15	15	0%	0

Note: Beginning in FY 2000-01, a portion of the Capital Improvements Administration Budget (100-10750) was consolidated with this budget to better identify the full cost of the capital improvements program. Consequently, the multi-year actual and budgeted expenditures and revenues in the above table are not fully comparable because of this consolidation.

In addition, in FY 2000-01 reimbursements were shown as cost transfers under Charges to Departments so that the total cost of capital facility projects was not understated in the Fixed Assets category. However, for FY 2001-02 the reimbursements have again been shown as a net reduction to the capital projects. This avoids duplication when the County's expenditures are combined by fund, but also understates the amount for capital projects in this budget, which is actually \$28,695,752 for FY 2001-02 (compared to the \$23,437,063 for FY 2000-01).

Mission and Objectives

The Capital Improvements Fund provides financing for countywide facility improvement needs. Project priority is determined by whether a project is identified in the Capital Improvements Master Plan, mitigates health and safety needs, improves departmental operations, or preserves and extends the life of an existing County facility asset.

The mission of this budget is to provide short and long-range plans for the physical facilities necessary to provide County services; administer architectural services for the implementation of major remodeling projects and new projects; provide financial management of all expenditures relating to capital improvements; supervise consultants and contractors retained for county projects; provide full-time inspection, monitoring and coordination of capital improvements, and proactively manage hazardous materials on county property to protect staff and the public and comply with relevant safety and environmental regulations.

FACILITY SERVICES

To accomplish this mission, the department has identified the following objectives:

1. **Planning/Programming:** To provide capital improvement planning services for 150 proposed projects and maintain a capital improvement master plan. (\$534,415 and 1.90 positions)
2. **Project Management:** To administer architectural and engineering services, provide contract management and construction inspection for 75 construction projects and to provide in-house architectural services for certain designated projects. (\$4,121,988 and 6.75 positions)
3. **Construction:** To provide construction funding for County building projects to implement the County Facility Master Plan. (\$11,784,106 and 6.10 positions)
4. **Hazardous Materials Management:** To manage 25 scheduled and emergency environmental remediation and hazardous materials projects on county property, and review regulatory changes and develop new programs or modify existing ones to assure compliance. (\$189,651 and 0.25 positions)

Fiscal and Policy Issues

The primary issue confronting this budget is the critical need to replace, repair and/or improve the County's aging, existing buildings, and to plan for and build new buildings to serve our growing County. The most critical fiscal issue is the continuing need to maintain a facility impact mitigation fee program within the incorporated cities as well as in the unincorporated area. The largest project under construction, the new Housing Unit at the Main Jail, utilizes \$1.5 million in facility impact fees as a critical component of the project budget.

Recommended Expenditures

This budget includes capital improvements architect and management staff. Recommended expenditures have increased because of approved salary and benefit adjustments, merit increases and promotions, but these are offset by completion of use of accrued sick leave by the prior acting department head. The budget also includes funding for associated office expenses for staff and professional services for planning and project activities.

The recommended capital facility project budget is \$28,695,752. Of this amount, \$20,474,121 is carryover funding from FY 2000-01, and \$8,221,631 is new funding. The new funding includes: \$2,500,000 to complete the new Housing Unit 4 at the Main Jail, a contribution of \$2,000,000 toward a new Sheriff's Administration Building, \$600,000 for Burton Creek relocation planning and improvements, \$510,000 for completion of additional program and support space at the Main Jail, \$489,135 and \$356,496 for Squaw Valley and Granite Bay Parks respectively, \$250,000 for various Court improvements, \$230,000 to augment justice center planning, \$200,000 for various security and safety improvements at County facilities, \$200,000 for demolition of the old juvenile hall, \$175,000 for various DeWitt projects, \$150,000 for energy conservation projects, \$115,000 for asbestos and lead abatement projects, \$100,000 for library expansion planning at various sites, \$100,000 for advance planning for a new Children's Shelter, \$100,000 for an updated DeWitt Master Plan, and \$146,000 for various other smaller capital improvement projects.

This budget also makes a contribution of \$131,250 toward the Jail Kitchen debt service from this fund's reserve interest earnings.

FACILITY SERVICES

SPECIAL DISTRICTS

SPECIAL DISTRICT SERVICES FUND 260800 — 06280

Thomas Miller, Director of Facility Services

Budget Category	Actual 1999-00	Budget 2000-01	Department Requested 2001-02	CEO Rec 2001-02	Rec Change %	BOS Adopted 2001-02
Salaries & Benefits	\$ 2,385,163	\$ 2,597,079	\$ 2,812,001	\$ 2,812,001	8%	\$ -
Services & Supplies	\$ 1,350,002	\$ 2,302,679	\$ 1,431,241	\$ 2,385,290	4%	\$ -
Other Charges	\$ 183,578	\$ 150,350	\$ 150,350	\$ 150,350	0%	\$ -
Fixed Assets	\$ 852	\$ 344,700	\$ 150,800	\$ 47,000	-86%	\$ -
Approp for Conting.	\$ -	\$ 289,000	\$ 150,000	\$ 150,000	-48%	\$ -
Other Financing Uses	\$ -	\$ 43,500	\$ -	\$ -	-100%	\$ -
Chgs from Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Gross Budget	\$ 3,919,595	\$ 5,727,308	\$ 4,694,392	\$ 5,544,641	-3%	\$ -
Less: Chrgs to Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Net Budget	\$ 3,919,595	\$ 5,727,308	\$ 4,694,392	\$ 5,544,641	-3%	\$ -
Less: Revenues	\$ (4,078,058)	\$ (5,488,655)	\$ (4,594,391)	\$ (5,544,641)	1%	\$ -
Net County Cost	\$ (158,463)	\$ 238,653	\$ 100,001	\$ -	-100%	\$ -
Alloc. Positions	44	45	45	45	0%	0

Mission and Objectives

To provide manpower and equipment in support of Utility Districts, County Service Areas (CSA's) and Municipal Advisory Councils (MAC's); services and clerical assistance to the solid waste division; and engineering and related support to special assessment districts.

To accomplish this mission, the department has identified the following objective:

1. To provide manpower and equipment support to 3 Sewer Maintenance Districts (SMD's) and 17 County Service Areas (CSA's). (\$4,694,392 and 45.00 positions)

Performance Indicators & Measures

OBJ NO.	WORKLOAD/PERFORMANCE INDICATOR & MEASURE	UNIT OF MEAS.	1999-00 PR. YR. ACTUAL	2000-01 CURR. YR. EST.	2001-02 REQ. BGT. EST.	2001-02 REQ. BGT. \$'S	2001-02 REQ. POSIT.
1.	No. of equivalent dwelling units connected to sewer, water and drainage district maintenance by Special District Division	QNTY	13,968	14,506	15,072	\$4,651,006	45.00
	Cost per Equivalent Dwelling Unit	Dollars	\$312	\$304	\$309		

FACILITY SERVICES

Fiscal and Policy Issues

Funding for this budget's services is provided mainly through user charges and connection fees. The department is reviewing these charges and fees and will bring forth any recommendations for revision. The County received a federal grant in FY 2000-01 in the amount of \$950,250 to pursue planning the Placer County Sub-Regional Wastewater Project, which is being re-budgeted in the recommended budget. These funds are being used to complete engineering and environmental studies related to regionalizing wastewater treatment in the southwestern portions of the County. Also, this division is responsible for coordinating renovations to SMD # 1 during the next few years.

Recommended Expenditures

Recommended expenditures have declined due to reductions in fixed asset purchases, appropriation for contingencies, communication and general liability costs. These declines are partially offset by approved salary and benefit adjustments, re-budgeted planning grant contract expenditures, increased county vehicle mileage and energy costs, and full year funding of an Engineering Technician position added during FY 2000-01.

The proposed budget includes depreciation expense for equipment. In addition, \$100,000 in FY 2000-01 for program and design work for two new shops is expected to be re-budgeted in the Final Budget.

FACILITY SERVICES

DEWITT DEVELOPMENT

DEWITT ENTERPRISE FUND 220600 — 06200

Thomas Miller, Director of Facility Services

Budget Category	Actual 1999-00	Budget 2000-01	Department Requested 2001-02	CEO Rec 2001-02	Rec Change %	BOS Adopted 2001-02
Salaries & Benefits	\$ 3,870	\$ 329,000	\$ 349,264	\$ 349,264	6%	\$ -
Services & Supplies	\$ 1,788,704	\$ 2,308,259	\$ 2,483,549	\$ 2,313,017	0%	\$ -
Other Charges	\$ 454,129	\$ 440,000	\$ 458,000	\$ 458,000	4%	\$ -
Fixed Assets	\$ 474,469	\$ 1,112,938	\$ 810,788	\$ 810,788	-27%	\$ -
Approp for Conting.	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	0%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Gross Budget	\$ 2,721,172	\$ 4,240,197	\$ 4,151,601	\$ 3,981,069	-6%	\$ -
Less: Chrgs to Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Net Budget	\$ 2,721,172	\$ 4,240,197	\$ 4,151,601	\$ 3,981,069	-6%	\$ -
Less: Revenues	\$ (2,077,058)	\$ (2,953,975)	\$ (3,234,791)	\$ (2,755,395)	-7%	\$ -
Net County Cost	\$ 644,114	\$ 1,286,222	\$ 916,810	\$ 1,225,674	-5%	\$ -
Alloc. Positions	0	5	5	5	0%	0

Note: Beginning in FY 2000-01, a portion of the Capital Improvements Administration Budget (100-10750) was consolidated with this budget to better identify the full cost of the Dewitt Enterprise program. Consequently, the prior year actual and budgeted expenditures and revenues in the above table are not fully comparable to the FY 2000-01 and 2001-02 budgets because of this consolidation.

Mission and Objectives

To manage privately leased and county occupied Dewitt facility property so as to enhance its value and maintain or improve its revenue production capabilities by a planned program of building maintenance, adequate security and capital improvements. To manage all non-Dewitt county owned property and leases of privately owned facilities and contract services in support of these tenancies.

To accomplish this mission, the department has identified the following objectives:

1. Contract Services: To provide services for Dewitt properties, including fire protection, building maintenance, grounds care, security and utilities. (\$2,358,197 and 0.25 positions)
2. Property Management: To provide property management services for non-Dewitt county owned properties and for county leases of privately owned property. (\$394,494 and 2.90 positions)
3. Management of Dewitt Complex: To effectively manage the Dewitt facility, improve the physical plant, enhance its value and generate revenue. (\$535,065 and 1.40 positions)

FACILITY SERVICES

4. Capital Improvements: To provide for a vigorous capital improvements program within the Dewitt complex.
(\$863,845 and 0.45 positions)

Fiscal and Policy Issues

The major issues facing the Dewitt Enterprise Fund continue to be aging buildings and infrastructure and limited resources. Revenues are not sufficient to fully fund infrastructure improvements that would preserve or extend the life of existing assets. For these reasons, and because General Fund departments occupy an increasing amount of space at Dewitt, the General Fund will continue to contribute \$1,425,000 to the Dewitt Enterprise Fund.

Recommended Expenditures

Recommended expenditures include approved salary and benefit adjustments, merit increases and promotions. Beginning this year expenditures also include charges from other funds for a share of costs incurred on behalf of the Dewitt Enterprise Fund that would otherwise be absorbed by the General Fund. It should also be noted that utility costs will almost certainly increase substantially in FY 2001-02, but are budgeted at current levels pending federal and state actions. These should be adjusted as part of Final Budget changes.

FACILITY SERVICES

EASTERN REGIONAL LANDFILL

EASTERN REGIONAL LANDFILL FUND 220400 — 02890

Thomas Miller, Director of Facility Services

Budget Category	Actual 1999-00	Budget 2000-01	Department Requested 2001-02	CEO Rec 2001-02	Rec Change %	BOS Adopted 2001-02
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Services & Supplies	\$ 1,145,565	\$ 758,444	\$ 905,474	\$ 905,474	19%	\$ -
Other Charges	\$ 139,254	\$ 395,920	\$ 393,490	\$ 393,490	-1%	\$ -
Fixed Assets	\$ 74,478	\$ -	\$ -	\$ -	0%	\$ -
Approp for Conting.	\$ -	\$ 76,225	\$ 100,000	\$ 100,000	31%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Gross Budget	\$ 1,359,297	\$ 1,230,589	\$ 1,398,964	\$ 1,398,964	14%	\$ -
Less: Chrgs to Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Net Budget	\$ 1,359,297	\$ 1,230,589	\$ 1,398,964	\$ 1,398,964	14%	\$ -
Less: Revenues	\$ (1,477,871)	\$ (1,230,589)	\$ (1,328,964)	\$ (1,328,964)	8%	\$ -
Net County Cost	\$ (118,574)	\$ -	\$ 70,000	\$ 70,000	100%	\$ -
Alloc. Positions	0	0	0	0	0%	0

Mission and Objectives

To provide management of the Eastern Regional Landfill facilities and administration of memorandums of understanding with Nevada and El Dorado Counties and the Town of Truckee. Also, to obtain solid waste sites as required by the public and act as a liaison between county, state, and federal agencies.

To accomplish this mission, the department has identified the following objectives:

1. Operations Management: To manage the operation of the household hazardous waste, transfer station and contracted material recovery facilities, diverting 10,200 tons of material from incoming solid waste and transferring 54,200 tons of waste to Lockwood, Nevada. (\$217,756 and 0.00 positions)
2. Landfill Closure and Post-Closure Monitoring: To provide for the effective final closure of the existing landfill along with long-term environmental monitoring and maintenance of the facility, including the construction, operation and maintenance of the landfill gas extraction system. (\$887,946 and 0.00 positions)
3. Regulatory Compliance: To perform all work associated with maintaining five regulatory permits for the landfill and associated facilities, and conduct required environmental monitoring in compliance with inspections by the Local Enforcement Agency. (\$124,006 and 0.00 positions)
4. Gas Extraction System: To provide funding for gas control including balancing gas well and monitoring gas probes. (\$169,256 and 0.00 positions)

FACILITY SERVICES

Recommended Expenditures

Expenditures have increased mainly due to projected legal costs associated with a construction claim, the estimated cost to hydro-seed the closed landfill cells for erosion control as required by the closure permit, and the conducting of an EIR Master Plan. These increases have been partially offset by elimination of landfill closure costs, which will decrease by 100% since the landfill is now officially closed.

FACILITY SERVICES

SOLID WASTE MANAGEMENT

SOLID WASTE MANAGEMENT FUND 220450 — 04500
Thomas Miller, Director of Facility Services

Budget Category	Actual 1999-00	Budget 2000-01	Department Requested 2001-02	CEO Rec 2001-02	Rec Change %	BOS Adopted 2001-02
Salaries & Benefits	\$ 803,320	\$ 981,411	\$ 1,141,230	\$ 1,141,230	16%	\$ -
Services & Supplies	\$ 523,933	\$ 991,831	\$ 911,794	\$ 911,794	-8%	\$ -
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Approp for Conting.	\$ -	\$ 129,672	\$ 150,000	\$ 150,000	16%	\$ -
Other Financing Uses	\$ 5,745	\$ 14,500	\$ 14,500	\$ 14,500	0%	\$ -
Chgs from Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Gross Budget	\$ 1,332,998	\$ 2,117,414	\$ 2,217,524	\$ 2,217,524	5%	\$ -
Less: Chrgs to Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Net Budget	\$ 1,332,998	\$ 2,117,414	\$ 2,217,524	\$ 2,217,524	5%	\$ -
Less: Revenues	\$ (2,450,013)	\$ (2,117,414)	\$ (2,800,554)	\$ (2,800,554)	32%	\$ -
Net County Cost	\$ (1,117,015)	\$ -	\$ (583,030)	\$ (583,030)	100%	\$ -
Alloc. Positions	15	15	17	17	13%	0

Mission and Objectives

Provide administration and management to the countywide solid waste management program, Western Regional Sanitary Landfill and Eastern regional Landfill. Provide contract administration for garbage franchise contracts, engineering services, and landfill monitoring contracts and landfill facility construction contracts. Implement recycling and education programs in accordance with the approved Service Reduction and Recycling Element, and provide liaison between county, state and federal agencies.

To accomplish this mission, the department has identified the following objectives:

1. Operations and Maintenance: To manage two transfer stations, six solid waste collection franchises and three closed landfills. (\$490,840 and 2.00 position)
2. Regulatory Compliance: To perform all work associated with maintaining regulatory permits for three closed landfills and two transfer stations, and conduct required environmental monitoring in compliance with inspections by the Local Enforcement Agency. (\$664,485 and 2.25 positions)
3. Administration: To provide administrative support and budget preparation and monitoring for the division. (\$154,646 and 1.25 positions)
4. Active Landfill Labor: To provide labor required to administer and manage the Eastern Regional Landfill and the Western Placer Waste Management Authority (WPWMA) programs. (\$907,554 and 11.50 positions)

FACILITY SERVICES

Performance Indicators & Measures

OBJ NO.	WORKLOAD/PERFORMANCE INDICATOR & MEASURE	UNIT OF MEAS.	1999-00 PR. YR. ACTUAL	2000-01 CURR. YR. EST.	2001-02 REQ. BGT. EST.	2001-02 REQ. BGT. \$'S	2001-02 REQ. POST.
1.	No. of closed landfills maintained, including gas collection and leachate collection systems	QNTY	3	3	3	\$240,000	1.20
	Cost per Landfill	Dollars	\$76,666	\$76,666	\$80,000		
2.	No. of water wells monitoring and reporting at closed landfills (# of monitoring points)	QNTY	140	145	147	\$226,440	1.85
	Cost per Well	Dollars	\$1,786	\$1,379	\$1,540		
3.	No. of Solid Waste staff supervised and trained	QNTY	5	5	6	\$75,000	1.00
	Cost per Staff	Dollars	\$13,000	\$13,800	\$12,500		
4.	No. of employees providing labor to West. Placer Waste Mgmt. Authority, East. Regional Landfill, & Special Districts	QNTY	10	10	11.5	\$907,554	11.50
	Cost per Employee	Dollars	\$71,430	\$63,566	\$78,918		

Fiscal and Policy Issues

The closure of the Meadow Vista and Loomis landfills is now complete. However, state law requires constant groundwater and gas monitoring of the landfills for at least the next thirty years to ensure that no contamination spreads beyond the landfill properties.

Recommended Expenditures

Recommended expenditures have increased overall due to negotiated salary and benefit adjustments and to fund of an Administrative Technician and Lead Landfill Attendant that expect to be added late in FY 2000-01. These increases are partially offset due to reductions in professional services and staff support and lower maintenance costs.